

APPLICATION TO APPEAR BEFORE WATER AND SEWER BOARD  
c/o Murfreesboro Water and Sewer Board; Attn.: Joe Kirchner  
300 NW Broad Street  
Murfreesboro, Tennessee 37130

**Applicant Information**

Applicant/Owner or Agent: _____	Date received: _____
Represented by: _____	Variance/Appeal No. _____
Development Information: _____	Map No. _____
Engineer: _____	Parcel No. _____
Developer: _____	Property Address: _____
Property Owner: _____	_____
Phone no. _____	Fax no. _____

**Variance request to the Water and Sewer Board**

The applicant requests a variance from the following requirements of the Stormwater Management ordinance and/or regulations:

- ☐ Water Quality Protection Area (WQPA); ref. City Code, Chapter 27 ½ , Article II
- ☐ Other; describe: \_\_\_\_\_

Please state the particular variance request:

\_\_\_\_\_

\_\_\_\_\_

Applicant would show the variance is justified for the following reasons:

The variance request meets the following conditions: (i) a showing of good and sufficient cause; (ii) a determination that failure to grant the variance would result in extreme practical difficulty or substantial financial hardship, and (iii) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety or extraordinary public expense; create nuisance; cause fraud on or victimization of the public; or conflict with existing local laws or ordinances.

Provide explanation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Supporting plans and documents**

Attached are the applicable materials listed in the "Stormwater Regulations – Water and Sewer Board Variance Request Checklist."

Signature: \_\_\_\_\_ Address: \_\_\_\_\_

Date: \_\_\_\_\_ City: \_\_\_\_\_ St.: \_\_\_\_\_ Zip: \_\_\_\_\_

**City of Murfreesboro**  
**Stormwater Regulations – Water and Sewer Board Variance Request Checklist**

#	Required information, marked with ○, for “Application to Appear” to the Water and Sewer Board for a variance from Stormwater Regulations. Incomplete applications will have to be returned to the applicant.  The Water and Sewer Board normally meets the third Tuesday of the month. Materials must be submitted by the 1 <sup>st</sup> Friday of the month for inclusion on that month’s agenda.	Water Quality/ Provisions Quantity	Water Quality Protection Area	Other
1	Application form – Be sure to fill out completely with phone number and fax number of applicant.	○	○	○
2	A fifty dollar application fee (payable to Murfreesboro Water and Sewer Department)			
3	Public notice sign posted on property with Board meeting date	○	○	○
4	Partial copy of the USGS quadrangle sheet for the project area on 8 ½ x 11” (scale 1”= 2000’) with project location clearly marked	○	○	○
5	Copy of the Rutherford County/Murfreesboro topographic map for the project area on 8½ x 11” paper; scale 1”=200’; project location prominently marked on map		○	
6	Three copies of the plot plan for the property showing existing buildings and proposed additions and modifications	○	○	
7	Three copies of the grading, drainage and erosion control plan stamped by an engineer registered in TN	○	○	○
8	Disturbance of WQPA(s) highlighted on plan of record		○	
9	Plan of mitigation for disturbed WQPA areas. Submit to Water and Sewer Department.		○	
10	One copy of the current Flood Insurance Rate Map (FIRM) for the project area with the flood elevation data (8 ½ x 11”) and flood profile (11”x 17”) latest edition with project location marked	○	○	
11	One copy of the elevation certificate for the structure stamped and signed by surveyor			
12	One copy of permits from TN Dept. of Environment and Conservation or us Army Corps of Engineers for ARAP or wetland issues, if applicable		○	
13	Copy of response from Parks and Recreation/Greenways		○	
14	One alternative site plan, not requiring a variance, or explanation of why such a plan is not possible	○		
15	Photographs		○	
16	Statement of hardship	○	○	○